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**ERCS EPA REGION V WORK PLAN OUTLINE
CONTRACT #68-82-5001**

DELIVERY ORDER #: 5001-01-357
CEILING AMOUNT: \$3,000,000.00
DATE OF ORDER: September 29, 1994
WORK COMPLETION DATE: September 28, 1995

EPA Region 5 Records Ctr.



246171

SITE NAME & PHYSICAL ADDRESS (include zip code):
Standard Scrap
Wells Ave & Railroad Overpass Rd.
Chicago, IL 60601

1. SCOPE OF WORK

RES will start the week of 10/24/94 by making contacts with utilities, vendors, and sub-contractors. Also, we will work on equipment, suppliers, and delivery times.

Initial sampling will commence Monday 10/31/94 by sampling the office trailer area followed by excavation & stockpiling of that area on Tuesday 11/1/94. Pending favorable sampling results, that area will be backfilled & compacted for office trailer delivery on Wednesday. Surveying, will commence Tuesday 11/1/94 or Wednesday to set up control points & section the entire site in 25' grids. They will also develop a base map for a working drawing of the site, property line determinations & title search support. RES will continue to support E & E with sampling while completing the job site set up of offices and support facilities. We will develop a logistical plan for excavating, segregating, & stockpiling wastes on - site to coordinate activities with the activities of the operating scrap facility.

As the limited space & coordination of activities allows, RES will continue to excavate and backfill contaminated areas identified by E & E. Transportation & disposal options will be evaluated and sub-contracts set-up.

Additional sampling for the balance of the west yard will then be done on the 25' grid system where accessible. Based on these sample results the remainder of the west yard will be excavated to the depths indicated and segregated into separate stockpiles. The segregation criteria for hazardous to non-hazardous is above 50 ppm for PCB's and 5.0 ppm for TCLP on metals (primarily lead and cadmium) for hazardous materials and between 10 and 50 ppm for PCB's and below 5.0 ppm for TCLP on metals for non-hazardous materials.

When the target depth of excavation for each grid has been reached, a visual observation of further contamination will be done. The grid will either have confirmation samples taken or further excavation where obvious contamination still exists.

As the coordination of activities and access allows, RES will sample the grids available in the main yard and commence excavation in the northwest corner of the main yard as the space and progression of work activities allow.

The activities in the main yard will begin with the removal of general debris and equipment in the northwest corner of the yard. Then the general segregation of large pieces of steel and cast iron.

Excavation will commence in the northwest corner of the main yard and progress to the east while remaining north of the building. The concrete slabs and footing in the N.E. corner of the yard will have to be removed after the piles of shredded steel staged on the slabs are removed. The soil under the slabs has high TCLP readings for metals. The cleanup activities will then continue to the south property boundary between the main building and Wentworth street. All contaminated soil will be excavated and the piles of debris and contaminated shredded material will be scraped from the entire main yard and disposed of appropriately. Upon completion of bulk excavation and utilization of railroad line for transportation, the railroad tracks through both yards must be removed and backfilled due to contamination levels.

Any concrete or asphalt slabs left in place will be deconed or removed depending on extent of contamination.

Work on the main building will commence last. The decontamination of the building interior will consist of a dry decon of ceiling & walls with Hepa Vacs or pressure wash as applicable. Equipment and floors must also be pressured cleaned with water and/or steam and cleaners. Any liquids generated must be collected and processed. If the concrete floor is contaminated beyond feasible cleaning methods, it must be removed. Standard PCB wipe samples and protocol will be taken on walls and equipment to verify cleaning efforts.

The scope of work on this project will expand and vary as the quantities and degree of contamination are known and the methods of disposal determined.

2. **SITE PRE-PLANNING/SITE VISIT** 10/17/94 - 10/28/94
3. **SITE SPECIFIC HEALTH & SAFETY PLAN** 10/24/94 - 10/31/94
4. **MOBILIZATION** 10/31/94
 - A. **TRAVEL (AIRFARE, MOTOR VEHICLES)** Response Manager & Operator
 - Airfare Portland, OR to Chicago, IL - Detroit, MI to Chicago, IL
 - Rental Car - \$179.98/week
 - B. **LODGING (CONUS Rate)** \$104.00
 - Subsistence (CONUS Rates) \$ 38.00
5. **ON-SITE SET-UP**
 - A. **UTILITIES** - Week of 10/31 to 11/5/94
 1. **ELECTRICAL/GAS**
 2. **PHONE**

3. WATER
4. SEWER N/A

6. PERSONNEL

- A. RESPONSE MANAGER - Dan Swanson
- B. FIELD CLERK - Shawn Daugherty
- C. CHEMIST - N/A
- D. HEALTH & SAFETY - Allen Franc
- E. ENGINEER - N/A
- F. FOREMAN - To be determined
- G. EQUIPMENT OPERATOR - two
- H. LABORER - two - plus
- I. OTHER - T & D - Todd Ritsema

7. EQUIPMENT

- A. GENERAL - N/A
- B. OFFICE/ADMINISTRATIVE - Field offices 2 - 8' X 28' and 1 - 8' X 12'
- C. VEHICLES - one rental car and 1 - 2 pickups
- D. TRAILERS (STORAGE, DE-CON, BREAK VAN) - 1 decon 8' X 32' & 1 - storage 8' X 32'
- E. MOBILIZATION - week of 10/31
- F. MATERIAL HANDLING (PUMPS, HOSES, VACUUM SYSTEMS, ETC.)
water meter, fire hose & fittings for dust control & decon.
- G. TOOL KITS, HAND TOOLS
- H. "SMALL" EQUIPMENT (AIR COMPRESSOR, STEAM JENNY, GENERATOR, ETC.)
- I. HEAVY EQUIPMENT - Backhoe & loader 11/1/94-Trackhoe & trackloader 11/15/94
- J. DECONTAMINATION - set up week of 10/31/94
- K. HEALTH & SAFETY (EYE WASH, FIRST AID KIT, ETC.)
- L. SAMPLING/ANALYSIS (SAMPLERS, HAZCAT KITS, ETC.) - By Ecology & Environmental
- M. MISC. (e. LIGHTING SYSTEMS, ETC.) - for security by electrician
- N. SPECIALIZED - checking on power screens

8. MATERIALS

- A. OFFICE/ADMINISTRATIVE - copier, fax machine, furniture
- B. DE-CONTAMINATION
- C. HEALTH & SAFETY (PPE, RESPIRATOR CARTRIDGES, ETC.) - gloves, boots
- D. OPERATIONS
 1. VISQUEEN, DUCT TAPE, ETC. - for Decon containment and covering piles.
 2. DRUMS
 3. SORBENTS & BOOM - N/A

4. DEGREASERS/SOLVENTS - For steel decon
5. OIL/GASOLINE/ETC. & diesel for equipment support.

E. SAMPLING - SUPPORT FOR ECOLOGY & ENVIRONMENT

1. SAMPLE BOTTLES/JARS
2. SAMPLING RODS, ETC.
3. PACKAGING MATERIALS
4. LABELS/CHAIN OF CUSTODY

9. SUBCONTRACTORS

- A. SECURITY
- B. SANITARY/WASTE SERVICES
- C. EQUIPMENT RENTALS
- D. HEAVY EQUIPMENT
- E. ENGINEERING/SURVEYING
- F. MATERIALS (BACKFILL, ETC.)
- G. TRANSPORTATION & DISPOSAL
- H. OTHER - FIXATION OR STABILIZATION

10. ANALYTICAL AND QA/QC - Support to Ecology & Environment by Todd Ritsma

A. ANALYTICAL REQUIREMENTS

1. Number and Volume of samples
2. Waste Characterization
3. Disposal
4. Feasibility Standards
5. Cleanup Standards
6. Supporting Analysis for field work/hazcatting

B. QA/QC

1. Determination of QA/QC levels to be used
2. Data review (on-site, program management)
3. On - site QA/QC plan attached

11. TRANSPORTATION & DISPOSAL - To be determined as sampling results are assessed and disposal options are determined.

- A. WASTE STREAM IDENTIFICATION - Completed
- B. WASTE PROFILING/APPROVALS - Completed
- C. IDENTIFICATION OF TSD FACILITIES - EnviroSafe Services of Idaho
- D. CERCLA COMPLIANCE OF TSD FACILITIES - Completed
- E. IDENTIFICATION OF TRANSPORTATION VEHICLES
 1. BOX VAN
 2. FLAT BED
 3. TANKER TRAILER
 4. VACUUM TRUCK
 5. ROLL-OFF'S

- 6. DUMPTRUCKS
- 7. RAILROAD GONDOLA CARS

12. **F. IDENTIFICATION OF TRANSPORTERS - Completed**
WORK DESCRIPTIONS/ACTIVITIES/TASKS - to be determined as scope of work develops from sampling results and disposal options.

- A. DETERMINATION OF WORK PER TASK
- B. WORK TASKS AND LEVEL OF EFFORT DETERMINATION
 - 1. MANPOWER NEEDS PER TASK
 - 2. EQUIPMENT NEEDS PER TASK
 - 3. MATERIAL NEEDS PER TASK

- C. DETERMINING WORK TASK COMPLETION

13. **SCHEDULING**

- A. TENTATIVE SCHEDULING
- B. TIMELINE/CRITICAL PATHS

14. **COST PROJECTIONS - to be determined as the type and quantity of waste is assessed.**

15. **PROJECT ORGANIZATION**

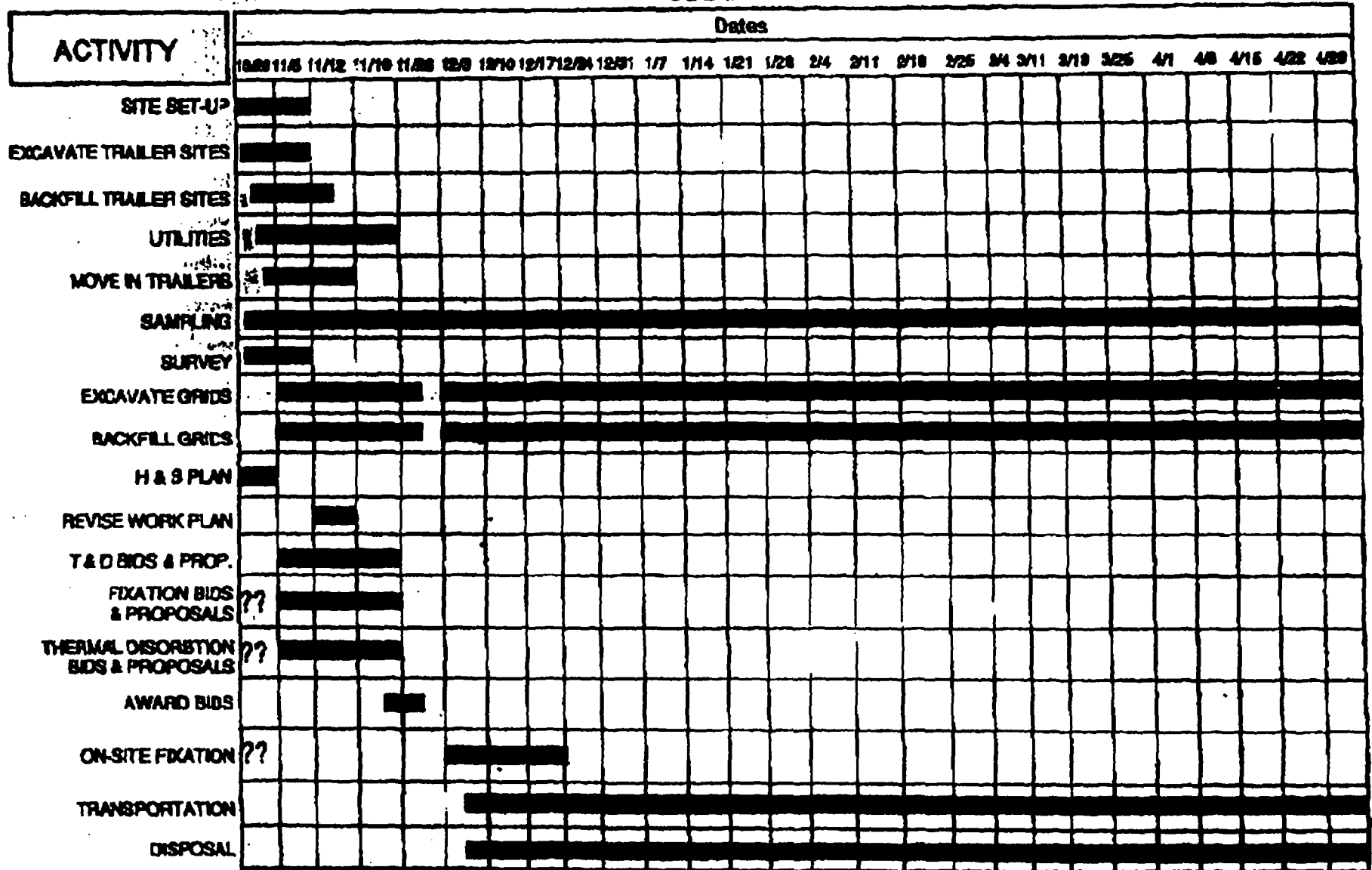
16. **EQUIPMENT LIST - Update**

Backhoe - Cat 416
Dozer - Cat D-3 or equal
Trackloader - Cat 953
Trackhoe - Cat 320L
Loader - Komatsu WA380/3-4CY
Dumptruck - 6-8CY single axle
Steamcleaner
Pickups

17. **PURCHASING/ACCOUNTING REQUIREMENTS**

- A. SUBCONTRACT CONSENT FORMS
- B. PURCHASE ORDERS
- C. SUBCONTRACTS

STANDARD SCRAP TIMELINE JOB #8157



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RES

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, DC 20460

DELIVERY ORDER FOR EMERGENCY RESPONSE CLEANUP SERVICES

(This delivery order is issued subject to all terms and conditions of the contract identified in Block 2.)

1. DATE OF ORDER September 27, 1994		2. CONTRACT NUMBER 68-S2-5001		3. ORDER NUMBER 5001-05-255 357LM	
4. TIME OF INITIAL ORDER (If initial order was verbal) (Specify Time Zone) <input type="checkbox"/> AM <input type="checkbox"/> PM		5. DELIVERY ORDER CEILING AMOUNT (Obligated Amount) \$3,000,000			
		6. ACCOUNTING AND APPROPRIATION DATA			
		Appropriation Number 68-30X8145	Document Control No. SA 0120	Account Number 4TFASAFE HQ	Object Class 25.05
7a. ISSUED TO: CONTRACTOR (Name, Address, and ZIP Code) Riedel Environmental Services 5200 N. Pearl St. Rosemont, IL 60018 500 Eastern Avenue Bensenville, IL 60106		8a. ISSUED BY: ORDERING OFFICE (Name, Address, and ZIP Code) U.S. EPA - Region V Emergency & Enforcement Response Branch 77 W. Jackson Chicago, IL 60604			
7b. PROGRAM MANAGER (Name and Phone Number) Robert Koentop 708/671-0061		8b. EPA REGION/USCG DISTRICT V		8c. ZONE III	
7c. RESPONSE MANAGER (Name and Phone Number)		8d. ON-SCENE COORDINATOR (Name and Phone Number) Steve Faryan 312/353-9351			
9. RESPONSE LOCATION (Site Name and/or Address and ZIP Code) Standard Serap Chicago, Illinois		10. CONTRACTOR REQUIRED ON SITE (Date and Time) (Specify Time Zone) 10/17/94 <input type="checkbox"/> AM <input type="checkbox"/> PM			
		11. REQUIRED WORK COMPLETION DATE 9/27/94			

12. STATEMENT OF WORK

The Contractor shall furnish the necessary personnel, materials, services, facilities, and otherwise do all things necessary for or incident to the performance of the work set forth below:

The contractor shall, at the discretion of the OSC:

(Attached)

Contractor shall additionally, develop site workplan with time line.

13. ORDERING OFFICER	
NAME/TITLE Robert J. Dumelle, Contract Officer	SIGNATURE Robert J. Dumelle
DATE 9/27/94	

- a. Implement a sampling plan and characterize all waste for disposal of all hazardous wastes or hazardous substances identified at the facility. This Plan shall include an Extent of Contamination Study of the east and west lots, including soil borings beneath the cement pads. In addition, a Quality Assurance/Quality Control Project Sampling Plan and Health and Safety Plan shall be prepared prior to conducting any removal actions. Sampling will be conducted at neighboring residences to assess if polychlorinated biphenyls (PCBs), lead, cadmium, dioxin or other hazardous substances are above U.S. EPA residential health standards of 500 ppm for lead, 160 ppm Cadmium in the two yards and 40 ppm for Cadmium in residential yards, 10ppm for PCB's, and 1 ppb for 2,3,7,8 TCDD Equivalency Factors.
- b. Secure the Site by locking and securing the gate and fence and by allowing only authorized access to the east and west lots during operating hours.
- c. Implement dust control procedures across the whole site including installation of equipment to eliminate fugitive dust emissions from the Site. Specifically, to eliminate dust and emissions from the electric motor shredding and separation operation, and the copper recovery system inside the main building. Conduct air monitoring for PCBs, lead, and cadmium using high volume air sampling devices to assess if any fugitive dust emissions are exiting the Site into the neighboring residential yards.
- d. Eliminate burning or incineration of material in drums, pits, or other unregulated open containers or areas.
- e. Restrict access to contaminated areas by employees, truck drivers, and to the public. Post warning signs of contaminated areas, and provide workers with all appropriate right to know information regarding the contaminants found on site.
- f. Treat and/or dispose of all contaminated soils at a Resource Conservation and Recovery Act (RCRA)/Toxic Substances Control act (TSCA) approved disposal facility. Contaminated soils include all soils with concentrations of PCBs which exceed 50 parts per million (ppm), and/or concentrations of lead which exceed 5 milligrams per liter (mg/l) Toxicity Characteristic Leaching Procedure (TCLP), concentrations of cadmium which exceed 1 mg/l TCLP, dioxin which exceeds 1 part per billion (ppb) 2,3,7,8 TCDD total equivalency factor, and/or concentrations of any other hazardous substance found on Site which exceeds the applicable Federal clean-up standards.
- g. Remove and dispose of the concrete pads and underlying soils if sampling confirms contamination above clean-up standards as described in Section f. above.
- h. Decontaminate and/or dispose of scrap metal, concrete or debris contaminated above clean-up standards as described in the PCB Spill Clean-up Policy.

- i. Conduct confirmation sampling to document that all appropriate U.S. EPA clean-up standards have been met. Due to the proximity to residences and observed releases at the site, the residential clean-up standards shall apply. The risk based clean-up standards for the site shall be 500 ppm total lead, 160 ppm total cadmium in the CIE yards and 40 ppm in the residential yards, 10ppm PCB's, and 1 ppb 2,3,7,8 TCDD equivalency factor.

GONDOLA PROJECT START-UP **AND MANAGEMENT**

The attached is a brief summary of the steps that need to take place and who is responsible for seeing that they occur. It is only a summary and in order for it to work properly the customer and the ESI representative must work together. In all cases EnviroSAFE will work to assist the customer in accomplishing the movement in the most efficient and expedient manner.

Please review the enclosed information and use it as a guide during the project.

ENVIROSAFE SERVICES WILL PROVIDE THE FOLLOWING SERVICES

ORDER GONDOLAS

Gondolas are 52'6" long by 9'6" wide and will generally hold 95 to 100 tons per gondola.

LINERS AND TARPS

1. Order 1 liner and 1 tarp for each gondola. The liners and tarps will come complete with all the hooks, ropes and gear to properly install and secure them. Tarps are custom fitted to fit a 52'6" long by 9'6" wide gondola.
2. Order from:

Transport Plastics

Al Beale

303-756-5596 (Denver)

3. These items are large and bulky so advance arrangements for off-loading and storage must be coordinated with the project director. Locate the storage close to the gondola staging area if possible or arrange for a way to transport the item to that area.
4. ESAI will instruct the customers on the proper lining and tarping but all lining and tarping will be done by the customer.

SERVICING RAILROAD

1. Contact the servicing railroad and explain the project plan **prior to shipment**.
2. Get the name and phone number of the primary contact and a backup.
3. Find out the spotting days and pickup days and times for the siding.
4. Prior to shipping the servicing railroad must have a **3 week** forecast on the cars to car management and marketing to provide enough time for procuring the gondolas..
5. Find out the procedures for ordering a placement or pickup and what forms should be filled out. This will usually require that a bill of lading be filled out showing the railroad routing . The Simco address for rail purposes is ...Simco, Idaho, IY 266, Yard 4, Track 780. Set this up to be done via fax if at all possible.
6. The customer will be responsible for any demurrage incurred during loading of the gondolas.

THE CUSTOMER IS RESPONSIBLE FOR THE FOLLOWING ITEMS

MANIFESTING

1. Manifesting is the responsibility of the generator or his representative.
2. An example of the completed manifest must be reviewed by the disposal facilities prior to shipping to ensure it is correctly and fully completed. Review the manifest and bill of lading with the servicing railroad to ensure it means their needs also.
3. Some key items to ensure are in place and correct are:

A. The name and EPA ID number for every transporter of the waste. This may include a front end drayage transporter, 1 or more short line railroads, plus the main railroad, and a back end over-the-road transporter. DOT requires that a manifest continuation sheet be used to list additional transporters if needed.

B. Any changes or questions on the manifests should be resolved with the generator or his representative immediately.

C. Some Key transporters are:

Union Pacific Railroad	EPA ID #	NED 001 792 910	800-272-8777
Souther Pacific Railroad	" "	CAD 006 913 206	800-756-7777
Conrail	" "	PAD 030 298 400	215-209-1832
Norfolk Southern	" "	VAD 000 650 309	419-893-2935
Alaska Railroad Corp.	" "	AKD 981 767 403	907-265-2649
Dart Trucking Co.	" "	OHD 009 865 825	208-377-3278

D. **The first railroad carrier must sign the manifest.**

Intermediate railroads only must be listed on the manifest but will not sign. All other transporters listed **must** sign the appropriate line on the manifest.

E. Item 15 must contain the railcar number for each railcar loaded.

F. D.O.T. requires that on rail shipments if the material is required to be placarded then this should be listed on the manifest.(172.203) The following is an example:

**Environmentally Hazardous Substance, solid,
N.O.S., 9, UN3077, III, RQ,(PCBs, D006, D008)Placarded Class 9**

G. If the material is PCB material then a **control sheet** must accompany the manifests. A key item on the control sheet is the Out of Service for disposal date(OSD). **It is mandatory.** PCBs must also be manifested in **Kilograms**.

H. Some materials require a manifest notification or certification. This form is included with the profile. Be sure one is signed and sent with each manifest if it is required.

4. Any special request for weights, manifest copies or other items that will not flow through the regular system must be arranged before the project start-up..

PLACARDING

1. It is the responsibility of the generator to provide and placard the railcars.
2. If the material requires placards they must be put on all four sides of the gondola. This is usually done by first using a wire brush to clean the dirt and rust from an area. Then the placard is placed using self adhesive or with duct tape being careful not to cover too much of the face of the placard.
3. Be sure the generator orders these in advance from some of the supply houses such as Label Master, J J Keller,etc.
4. If the material is PCBs it will always require the Marker large. (M_L) This is the orange PCB sticker that is a minimum 6" x 6".

SUPPLIES NEEDED.

1. The following supplies should be kept handy.
 - A. Leather gloves.
 - B. Expanding foam spray.
 - C. 8 to 10 foot ladders (2)
 - D. Work coveralls.
 - E. safety shoes, hard hat, any special safety gear required

GONDOLA INSPECTION

1. Inspect all gondolas when they are received and insure there are no problem holes, left over debris or trash, or other problems with the gondola. Small holes must be plugged or patched with suitable materials such as foam caulking readily available at any hardware store.
2. If the gondola is not acceptable immediately notify the railroad giving the car number and the problem.

LINING A GONDOLA

1. The liners install in about 5 minutes and are very easy to work with. They come in a roll.
2. Put the roll in the center of the gondola.
3. Unroll the liner and hook the fitted corners over the corners of the gondola. Drape the excess liner over the edges of the gondola.
4. Push the liner out to the sides of the gondola so it lays as flat a possible on the floor of the gondola.
5. The gondola is lined. If necessary, due to a slight breeze, use some of the elastic bungees to hold the liner that hangs over the outside edge down against the car.

LOADING THE GONDOLA

1. The transportation of the gondola is for a minimum, usually 90 tons per gondola. The customer will pay for at least the minimum tons on each gondola.. **Scales are a necessity.**
2. Any gondola that is overweight will have to have the weight adjusted by removal of material. The railroad will be weighing every car along the route and if it is overweight the car will be stopped until the weight is adjusted. It is very difficult to have an overweight gondola returned to the original loading site if it is overweight and very costly and difficult to trans-load material along the rail somewhere.
3. A gondola is just like a truck. It must be loaded within its legal limit(posted on the side of the gondola)and the weight must be properly distributed. If at all possible the material should be mounded slightly in the center but can not go more than 6 inches above the sides of the gondola and can not exceed the allowable weight limit of the gondola. This will give the tarp a slope to help drainage.
4. No liquids can be shipped or be separated out upon arrival at the site. Pay close attention to the type of material(sandy, filtercake, etc) and its apparent moisture content including ice, snow or anything that could lead to problems on the off-loading end. The customer is responsible for any demurrage on the off-loading end that is not the fault of ESII.

TARPING A GONDOLA

1. Once the gondola is loaded the top of the load must be inspected to ensure there are no sharp or pointed objects that will tear or work a hole in the gondola cover.

2. Pull the liner across the material from one side. Overlap the liner from the other side and secure with the bungee cords by poking holes and stretching from one liner side to the other.
3. Place the temporary hooks along the side of the gondola about every other support rib and strategically on the ends.
4. Place the rolled tarp on one end of the gondola and unroll only about 4 to 5 feet. Hook the tarp over the corners and secure in place using the tie down ropes and temporary knots.(truckers Hitch)
5. Unroll the tarp keeping it pulled tight as you go along. Throw the tie down ropes over the edge as you unroll the tarp. Crew members on the ground should temporarily secure the sides every 4 to 5 feet with the tie down ropes and temporary knots, being careful to keep the tarp evenly distributed from side to side.
6. Stretch tarp tight and hook the fitted corners over the corners of the gondola.
7. Secure all four corners and the ends of the gondola.
8. **NO TIE DOWNS MAY BE SECURED TO OR WITHIN 4 INCHES OF A LADDER, BRAKE OR SAFETY DEVICE!!** This includes stretching a rope under a ladder or across the top of it, etc. It is an FRA violation and will be subject to delays, additional expense and fines if not strictly adhered to.
9. Tie down the tarp. Be sure to stretch ever rope as tight as possible by really putting your weight into it. The strings should have only about 1\2 inch of movement in them when pulled like a guitar string.
10. **INSPECT COMPLETED CAR.** Inspect all ropes, tightening if necessary, and trim any ends that are to long . Ensure the proper distance from Safety devices has been observed and that all placards and markings are in place.

RELEASING A LOADED GONDOLA

1. Notify the servicing railroad. The preferable method for this is to have a set form for faxing prepared in advance and only the date and railcar number needs filled in before faxing.
2. Fax a copy of this release or of the manifest to ESAI.

A. Idaho	Attn: Ken	208-384-1504
B. Ohio	Attn: Jim	419-698-8579
3. Someone must be present to have the manifests signed when the cars are picked up by the railroad. If

necessary something can be worked out with the railroad to have the manifest signed at a local office.

4. Give the 1st transporter copy of the manifest to the railroad.
5. Federal express the originals, after pulling the generator copy, to :

Idaho: Envirosafe Services
 Missile Base Road
 Grand View, Id 83624

Ohio: Envirosafe Services
 876 Otter Creek
 Oregon, Oh 43616

6. It is important that the manifests be sent immediately to prepare for the arrival of the gondola.

ENVIROSAFE TRANSPORTATION CONTACTS

CHUCK OVERMAN	800-832-9191 or 215-962-0800
KAY WALTER OR JIM KISH	800-537-0426 or 419-698-3500
KEN WALL	800-297-9231 ext. 3058 or 208-834-2275

A BRIEF OUTLINE

SETTING UP A GONDOLA PROJECT

1. ORDER GONDOLAS--52'6" LONG BY 9'6" WIDE, NO RAISED BULKHEADS, CLEANED CLASS A GONDOLAS.
2. ORDER LINERS AND TARPS
 - A. GLOVES
 - B. LADDER
3. ALERT RR THAT WILL SERVE PROJECT
 - A. SPECIAL BILLING REQUIREMENTS
 - B. DEMURRAGE ALLOWANCES
4. GIVE MANIFEST EXAMPLE TO GENERATOR
 - A. INCLUDE **ALL** RAIL TRANSPORTERS
 - B. INCLUDE RTF TO SITE TRANSPORTERS
 - C. ANY FRONT DRAYAGE TRANSPORTERS?
5. INSTRUCT CLIENT ON LINING AND TARPING
6. INSTRUCT ON MINIMUM CAR WEIGHTS
7. EXPLAIN RAIL SAFETY
8. FAX MANIFEST COPY FOR REVIEW.
9. GIVE FAX NUMBER FOR RELEASING CARS
10. HAVE CAR MOVEMENT COORDINATED THROUGH ESII
11. SET UP SPOT AND RELEASE WITH LOCAL
12. SPECIAL WAY BILLS -- SET AS REPETITIVE FAX IF POSS.
13. GONDOLA INSPECTION\REJECTION